

**APPLICATION FOR PARTICIPATION:
COST REIMBURSEMENT PROGRAM FOR THE INSTALLATION OF PRESSURE SEWERS OR
BACKFLOW PREVENTION DEVICES OR REMOVAL OF PLUMBING FIXTURES**

Columbia, Missouri

PROPERTY DETAILS			
Property Address:			
Owner Name:			
Owner Email:		Owner Phone Number:	
Legal Description:			
Mailing Address:		City:	State: Zip:
PROJECT DETAILS			
Suspected cause of Backup:			
Anticipated item(s) to be installed and/or removed:			
Have backups previously been reported to City?		When?	
ACKNOWLEDGEMENTS			
<p>I/We hereby request participation in the City of Columbia Installation Cost Reimbursement Program for the Installation of Pressure Sewers, Backflow Prevention Devices or Removal of Plumbing Fixtures hereinafter called "the Program."</p> <p>I/We own, and this application is for, the above described property.</p> <p>I/We have received a copy of the Program Requirements attached to and made a part of this application.</p> <p>I/We agree to allow the City of Columbia or its representatives to make any and all inspections and testing as detailed in the Program Requirements.</p> <p>I/We have received a copy of the Agreement for the Cost Reimbursement Program and understand that said Agreement must be signed upon notice of preliminary approval as detailed in the Program Requirements.</p> <p>I/We understand that participation in this Program requires all sources of inflow and infiltration be removed at the owner's expense, except for those sources eligible for reimbursement through the Private Source Inflow and Infiltration Reduction Cost Reimbursement Program included in Section 22-217.3 of the City Code of Ordinances.</p>			
SIGNATURES			
Printed Name: _____		Printed Name: _____	
Signature: _____		Signature: _____	
Date: _____		Date: _____	
<p>Return completed form by either of the following: Mail - City of Columbia Sewer Utility, P.O. Box 6015 Columbia, MO 65205-6015 Email - sewer@CoMo.gov For questions, call (573) 441-5530</p>			

PROGRAM REQUIREMENTS

COST REIMBURSEMENT PROGRAM FOR THE INSTALLATION OF PRESSURE SEWERS OR BACKFLOW PREVENTION DEVICES OR REMOVAL OF PLUMBING FIXTURES

Columbia, Missouri

The City of Columbia Sewer Utility will provide funds to reimburse property owners, who have or may experience sanitary sewer backups during periods of heavy rainfall, for the installation of pressure sewers (overhead basement sewers), backflow prevention devices or removal of plumbing fixtures.

The City has determined that certain requirements for the cost reimbursement program are necessary to protect the City's sanitary sewer system, the integrity of such a program, and the financial well-being of the City.

Section 1. General Requirements

A cost reimbursement program for the installation of pressure sewers (overhead basement sewers), backflow prevention devices or removal of plumbing fixtures has been authorized by the City Council and is being implemented in accordance with the following requirements:

- 1.1. The City's Sewer Utility will reimburse a property owner up to \$4,000 or 50% of the cost, whichever is less, of installing a pressure sewer system (overhead basement sewer); or \$1000 or 50% of the cost, whichever is less, for the installation of a backflow prevention device or removal of plumbing fixtures located below grade. When a sump pump is required to be installed as part of this program, the City will reimburse \$1000 or 50% of the cost, whichever is less.
- 1.2. The program applies to all existing buildings where the sewer lateral is connected directly to the City's public sewer main, inside or outside of the corporate limits of the City of Columbia, but shall under no circumstances apply to buildings permitted after May 9, 2011. Buildings connected to Private Common Collector Sewer Systems, as defined in section 22-253 of the City's Code of Ordinances, or buildings connected to sewer mains owned by the Boone County Regional Sewer District are not eligible for reimbursement through this program.
- 1.3. The program shall apply only to installations of pressure sewer systems (overhead basement sewer), backflow prevention devices or removal of plumbing fixtures made on or after the effective date of the ordinance authorizing the cost reimbursement program and where approved for reimbursement through this program prior to the installation. The City shall, in its sole discretion, determine the eligibility of installations for this program.
- 1.4. Financial participation of the City in this cost reimbursement program is limited to funds budgeted for the program. Funding levels may be changed or eliminated based on the City's annual review of the program or a reappropriation of budgeted funds by City Council.

- 1.5. Applications will be classified into the following priority groups for the purposes of determining funding eligibility:
 - a. First priority :
 - i. One or more sanitary sewer backups have occurred at the building during periods of heavy rainfall and been reported to the Sewer Utility. For purposes of this program, the sanitary sewer backups have to be attributable to a surcharged sanitary sewer main. This program does not apply to backups occurring as a result of a problem with the privately owned sewer lateral. The Owner must provide documentation of previous sanitary sewer backup(s). Prior reports of sewer backup(s) to the City either by telephone or email at the time of the backup shall constitute adequate documentation of a sanitary sewer backup.
 - b. Second priority:
 - i. Any building which has the potential to experience sanitary sewer backups as a result of an insufficient elevation differential between the building's internal plumbing and the City's sanitary sewer system. No sanitary sewer backups have occurred at the property, but the Owner is desirous of installing a pressure sewer or backflow prevention device as a preventive measure.
 - ii. At least one reimbursement has been made for the building and the application is a second or succeeding request for reimbursement for the same building.
 - c. Between October 1 and April 30 of each fiscal year, applications from the first priority group will be funded on a first come, first served basis within available budget limitations. If budget funds remain, on May 1, applications from both priority groups will be funded between May 1 and September 30 of each fiscal year on a first come, first served basis within available budget limitations.
 - d. Applications not funded in a fiscal year will be carried over to the next fiscal year and funded in accordance with the above procedures if funds are available.
- 1.6. No Owner shall be eligible for participation that is delinquent in payment of all fees and charges due to the City.
- 1.7. The Program will be evaluated from time to time in the City's discretion and the City may change or eliminate the Program.

- 1.8. All sources and potential sources of infiltration and inflow must be eliminated as part of this Program at the Owner's sole cost, except for those sources eligible for reimbursement through the Inflow and Infiltration Reduction Program included in Section 22-217.3 of the City Code of Ordinances. Infiltration and inflow includes any storm water, surface water, ground water, roof runoff water, sub-surface drainage, runoff water from ground or paved areas, cistern overflow or water from air-conditions systems, industrial cooling operations or any other unpolluted water.
- 1.9. If no sump pump for collecting and removing ground water is present in the building, one must be installed and any existing footing tiles, window well drains, and exterior area drains must be reconnected to the new storm water sump pump. The discharge of the new storm water sump pump should either be to a storm sewer or to the surface on the exterior of the building, as far from the building sanitary sewer lateral as possible. The costs of the installation of this storm water sump pump, as well as incidental under floor connections to existing footing tiles or drains, are eligible for reimbursement under this Program. The installation of a footing tile drainage system around the entire basement and extensive reconstruction of the service lateral are not eligible for reimbursement under this Program.
- 1.10. The Program is limited to the actual cost of the overhead sewer or backflow prevention device installation, removal of plumbing fixtures, or the installation of a sump pump as required by Item 1.9 above, subject to the funding limitations contained herein, but does not include incidental costs such as landscape restoration, painting, tile carpeting, etc.
- 1.11. All installations and work under this Program must comply with applicable ordinances and meet current building codes in Chapter 6 of the City Code of Ordinances.
- 1.12. The City may provide a waiver of those Program requirements listed above that are deemed appropriate based on the evaluation of the individual circumstances related to a request for reimbursement.
- 1.13. The City shall have the sole authority to determine eligibility for participation, prioritization of requests and compliance with ordinances.

Section 2. Property Owner's Responsibilities and Actions

- 2.1. An Owner desiring to participate in this Program must complete the following steps:
 - a. Complete and sign the Application for Participation.
 - b. Allow City to inspect the building prior to issuing a notice of eligibility or non-eligibility to the Owner. Said notice may include the sources or potential sources

of infiltration and inflow that must be removed as a requirement of this Program.

- c. Upon receipt of a notice of eligibility from the City, the Owner obtains proposal(s) from contractor(s) as described in Item 2.5 and 2.7. Owner must submit all of the required information within six (6) months of the date of the notice of eligibility.
 - d. The Sewer Utility reviews proposals, provides Owner with preliminary approval, and provides an agreement for Owner signature. Owner must return the signed agreement and signed proposal with selected contractor within thirty (30) days of the date of the preliminary approval.
 - e. Within six (6) months of the date of the signed agreement, Owner and contractor must obtain all permits, complete the work, and request inspection by the City.
 - f. Upon approval by the City, acceptance by the Owner, and submission of a paid receipt from the contractor to the Owner, reimbursement will be made directly to the Owner. The reimbursement will be made in the City's normal course of business.
- 2.2. Owners of the building where the pressure sewer or backflow prevention device is installed or plumbing fixtures are removed, must execute an agreement which includes a clause whereby the Owners release and waive any claim of liability against the City from any previous sanitary sewer backups or any consequence of the selection of the system to be installed, the contractor to be utilized, installation of the system, operation or maintenance of the system once it is installed, or the eligibility, participation or funding priority in this Program.
- 2.3. An Owner shall be eligible for participation more than once for the same property. However, in no case, shall the total reimbursement from the City for any one property exceed the limits described in Item 1.1 above.
- 2.4. The Owner must allow the City to inspect the building prior to the City's determination of eligibility for this Program. This inspection may include a television inspection of all underground waste piping and of the entire service lateral pipe from the building to the point of connection to the City's sewer, dye testing, smoke testing, and rainfall simulation testing.
- 2.5. The Owner must provide the Sewer Utility with a proposal for the type of backup prevention selected by the Owner prior to authorizing the work. The proposal(s) must provide sufficient detail for the Sewer Utility to determine the exact method of installation, the costs for labor and materials, the portion of the work not eligible for

reimbursement under this Program as described in Items 1.9 and 1.10 above, and compliance with all City ordinances.

- 2.6. The Owner and contractor must obtain all required building permits from Building and Site Development.
- 2.7. To be eligible for this Program, the installation of a pressure sewer system, backflow prevention device or removal of plumbing fixtures shall meet the following requirements.
 - a. The pressure sewer system or backflow protection device must be provided to all floor levels that are less than one foot (1') above the elevation of the rim of the City manhole immediately upstream of the point of connection of said building into the City sanitary sewer system. The elevations described above shall be included in the contractor's proposal.
 - b. If removal of plumbing fixtures is the preferred method, all fixtures that are less than one foot (1') above the elevation of the rim of the City manhole immediately upstream of the point of connection of said building into the City sanitary sewer system must be removed. The elevations described above shall be included in the contractor's proposal.
 - c. If a pressure sewer is being installed, capacity of the ejector pump must be specified in the contractor's proposal. The smallest capacity pump suitable for the proposed installation must be specified.
 - d. Connections to the proposed ejector pump must be specifically listed on the contractor's proposal and all such connections shall be for the disposal of sanitary wastes only.
 - e. A sketch indicating the proposed work must be included with each proposal.
 - f. The City shall have the right to enter the building for inspection upon completion of the work.
- 2.8. The Owner may elect to proceed with the work even though funding is not available. Reimbursement will be made if budgeted funds become available in accordance with this Program. Such installations must comply with all requirements of this Program to be eligible for future reimbursement.
- 2.9. If Owner fails to comply within any of the allotted time frames detailed above, funding priority ceases and Owner must submit a new Application for Participation and such application will be treated as a new application for determination of funding eligibility.